



Release Notes for the Migration Planning Guidance (Version 1) for the Financial Management Line of Business

FROM: Mary Mitchell, FSIO Executive

A handwritten signature in black ink, reading "Mary Mitchell", is positioned to the right of the printed name.

DATE: September 13, 2006

The Financial System Integration Office (FSIO) and the Office of Management and Budget (OMB) would like to thank all contributors for investing the time to work with us to develop, and then review and comment on the draft versions of the Migration Planning Guidance (the Guidance). The over 500 comments received on the exposure draft and the additional 250 plus comments received on the public draft have been valuable in helping to improve the clarity of the Guidance, to shape the tools and templates, and to better define the issues that the FMLoB and agencies must tackle moving forward.

Version 1 of the Guidance is being released while we continue to address a number of policy related issues. The Guidance addresses the vast majority of comments received during the public comment period, particularly those related to clarity and improvements on the tools provided herein. However, some suggestions, especially those that are policy-related, continue to be under review and consideration.

The outstanding policy-related issues being addressed are outlined below:

- Screening and evaluation of Shared Service Providers (SSP) and Due Diligence Checklist
- Arbitration for bid and contract disputes between Federal agencies
- Instructions for smaller agencies on migration competitions
- Reporting requirements for Performance Measures
- Federal SSP investments for modernization efforts
- Principles underlying the development of Federal SSP/commercial partnership agreements

The Guidance will be updated upon clarification of the most critical of these policy-related issues. We will update the Guidance on an as-needed basis as new tools become available and guidance is refined. Future versions of the Guidance may also include but will not be limited to items such as:

- An RFP overview and template – The RFP template has dependencies on several sections of the Guidance and will be provided when these foundational sections are finalized.
- Alternate project plans – Several commentators suggested that planning templates for the migration of *functions* to a shared service provider would be helpful.

- Updated guidance – The impact of the Standard Business Processes, Rules, and Data Elements and the Standard Government Accounting Code (CGAC) work streams on the overall FMLoB Guidance will be outlined as these products reach finalization.
- In addition, OMB may also issue updates to the *Financial Management Line of Business Due Diligence Checklist*.

We continue to encourage the Financial Management community to submit suggestions to address open issues and recommendations for further improvements to the Guidance. Please submit all suggestions and comments to fsio@gsa.gov.